

CALIFORNIA DEPARTMENT OF CORRECTIONS AND REHABILITATION OFFICE OF WORKFORCE PLANNING AND SELECTION QUALIFICATIONS ASSESSMENT FOR:

TEACHER, HIGH SCHOOL - SOCIAL SCIENCE CORRECTIONAL FACILITY (CF)

GENERAL INSTRUCTIONS

Read instructions carefully.

This examination will provide you with an opportunity to demonstrate significant aspects of your qualifications for Teacher, High School - Social Science, Correctional Facility (CF) with the California Department of Corrections and Rehabilitation (CDCR). The information you provide will be rated based on objective criteria created by Subject Matter Experts. The rating will be used to determine your final score in this examination. If successful, your name will be merged onto an eligible list. The list will be used by CDCR facilities statewide to fill existing positions. A "Conditions of Employment" form is included in this examination which will allow you to select the location and time base you are interested in working. It is required that you personally complete this examination accurately and without assistance.

This process is the entire examination for this classification. Therefore, please be sure to follow the instructions carefully as missing or incomplete information may result in disqualification or a low score.

- 1. Additional instructions are provided on the following pages.
- 2. This examination enables you to apply for the <u>Teacher</u>, <u>High School Social Science</u>, <u>CF</u> classification. If successful, your name will be placed on an eligible list.
- 3. The examination is intended to provide candidates the opportunity to demonstrate their knowledge and experience in a variety of areas. It is not expected that you will have experience in all areas.

The following areas comprise the complete examination for <u>Teacher</u>, <u>High School - Social Science</u>, <u>CF</u>. You must ensure you have addressed each of the following areas:

- Candidate Information (page 2)
- Montoya Act/Felony Conviction Disclosure (page 2)
- Prior State Employment Information (page 2)
- Conditions of Employment (page 3)
- Address or Availability for Employment Changes (page 4)
- Minimum Qualifications (page 4)
- Specific Classification Interest and Required Credential Information (page 5)
- Employment History (page 6)
- Job Requirements (page 7)
- Work Experience (page 8)
- Knowledge, Skill, and Ability Assessment (page 9)
- Specific Work Experience (pages 10 and 11)
- Preparation for Hiring Interview (page 11)
- Recruitment Questionnaire (page 12)
- Qualifications Assessment Return and Mailing Procedures (page 12)
- Affirmation Statement (page 12)

YOUR COMPLETED QUALIFICATIONS ASSESSMENT MUST INCLUDE YOUR ORIGINAL SIGNATURE.

CANDIDATE INFORMATION	
Name:	
Social Security Number:	
Address:	
Home Phone Number:	
Work Phone Number:	
E-mail Address:	
MONTOYA ACT/FELONY CONVICTION DISCLOSURE	
Pursuant to the Montoya School Safety Act of 1997, all persons offered employment with the California Depart Corrections and Rehabilitation, Division of Juvenile Justice, Education Services Branch shall undergo a background investigation prior to appointment. Pursuant to Education Code Section 45122 and Penal Code 677 and 1192, "No person who has been convicted of a violent or serious felony shall be employ school district."	thorough Sections
To review the Education Code Section 45122, you can go to the following website: http://caselaw.lp.findlaw.com/cacodes/edc/45100-45139.html	
To review the Penal Code Section 667.5, subsection (c) for a listing of violent felony offenses, you cathe following website: http://caselaw.lp.findlaw.com/cacodes/pen/654-678.html	an go to
To review the Penal Code Section 1192.7, subsection (c) for a listing of <u>serious felony offenses</u> , you cathe following website: http://caselaw.lp.findlaw.com/cacodes/pen/1191-1210.5.html	an go to
Have you ever been convicted of a violent or serious felony?	
☐ YES	
□ NO	
PRIOR STATE EMPLOYMENT INFORMATION	
Complete this next section ONLY if you have been previously <u>dismissed</u> from California State Civil employment by punitive action or as a result of disciplinary proceedings. IF THIS DOES NOT AP YOU, please mark the "Not Applicable" box below and continue to the next section.	
State Personnel Board, Rule 211 provides that a dismissed State employee may only participate in St Service examinations if he/she has obtained prior consent from the State Personnel Board.	ate Civil
Do you have written permission from the State Personnel Board Executive Officer to take this examina	ation?
☐ YES ☐ NO ☐ NOT APPLICABL	.E

ALL RESPONSES ARE SUBJECT TO VERIFICATION

TEACHER, HIGH SCHOOL - SOCIAL SCIENCE, CF - Qualifications Assessment - (Rev. 4/13 CA) - Page 2

CONDITIONS OF EMPLOYMENT FORM FOR CDCR ADULT AND YOUTH FACILITY LISTING ONLY

PLEASE MARK THE APPROPRIATE BOX(ES) OF YOUR CHOICE - YOU WILL NOT BE OFFERED A JOB IN LOCATIONS NOT MARKED.

Note: Positions are not available at all locations. Please refer to the official examination bulletin for information regarding current available positions and their locations.

If you are successful in this examination, your name will be placed on an active employment list and referred to fill vacancies according to the conditions you specify on this form. If, after you are contacted for a job, you are unwilling to accept work you will be charged with a waiver. After re u

name is not plan	placed inactive, it cannot be reactive ning to relocate or are not willing to trav	ated. There well to a dischoose mor	ontact, your name will be made inactive. efore, before you mark this form, there a tant job location, do not select locations e than 15, you will be certified for anywh	re some that are a	lings you should consider. If you ar long way from your residence. Yo
Please n	nark the appropriate box(es) - you may		APPOINTMENT YOU WILL ACCEPT Any" if you are willing to accept any type	of employn	nent.
	marked and you receive an appointme		ent Part-Time		
	5 ANYWHERE IN THE STATE -		ON(S) YOU ARE WILLING TO WORK ox is marked, no further selection	is neces:	sary.
			P." Youth Correctional Facility has bee		-
		ION – If ti	nis box is marked, no further selec	ction is n	ecessary.
□ 0802	Pelican Bay State Prison Crescent City, Del Norte County		California Correctional Center Susanville, Lassen County	□ 1805	High Desert State Prison Susanville, Lassen County
		this box	is marked, no further selection is a		y. FACILITIES:
□ 0309	Mule Creek State Prison Ione, Amador County		Richard A. McGee Correctional Training Center, Galt,		O.H. Close YCF Stockton, San Joaquin County
	CSP, Sacramento Represa, Sacramento County	□ 3901	Sacramento County Deuel Vocational Institution		N.A. Chaderjian YCF Stockton, San Joaquin County
	Vacaville, Solano County	□ 4811	Tracy, San Joaquin County CSP, Solano		Northern California YCF Stockton, San Joaquin County
	CSP, San Quentin San Quentin, Marin County Headquarters	□ 5505	Vacaville, Solano County Sierra Conservation Center Conservation Camp Facility	□ 0311	Pine Grove Youth Conservation Camp Facility Pine Grove, Amador County
	Sacramento, Sacramento County Folsom State Prison Represa, Sacramento County		Jamestown, Tuolumne County		Time Grove, Amador Gounty
	7232 CENTRAL REGION – If th		marked, no further selection is ne	ecessary.	
□ 101E		FACILITIE			
□ 1015	Pleasant Valley State Prison Coalinga, Fresno County	□ 2003	Central California Women's Facility		
□ 1513	Wasco State Prison – Reception		Chowchilla, Madera County		
	Center, Wasco, Kern County	□ 2004	Valley State Prison		
□ 1514	North Kern State Prison Delano, Kern County	□ 2701	Chowchilla, Madera County Correctional Training Facility		
□ 1522	Kern Valley State Prison	L 2701	Soledad, Monterey County		
	Delano, Kern County	□ 2708	Salinas Valley State Prison		
□ 1605	Avenal State Prison		Soledad, Monterey County		
	Avenal, Kings County	□ 4005	California Men's Colony		
□ 1606	CSP, Corcoran Corcoran, Kings County	□ 1608	San Luis Obispo, San Luis Obispo Cou California Substance Abuse Treatme Facility, Corcoran, Kings County		
			s marked, no further selection is		
□ 1307	Calipatria State Prison	FACILITIE	:5: Chuckawalla Valley State Prison		FACILITIES: Southern Youth Correctional
□ 130 <i>1</i>	Calipatria State Frison Calipatria, Imperial County (North)	<u> </u>	Blythe, Riverside County	L 1907	Reception Center & Clinic
□ 1308	Centinela State Prison	□ 3329	Ironwood State Prison		Norwalk, Los Angeles County
=-:	Imperial, Imperial County (South)		Blythe, Riverside County	□ 5610	
⊔ 1503	California Correctional Institution	□ 3612	California Institution for Men		Camarillo, Ventura County
□ 1995	Tehachapi, Kern County CSP, Los Angeles	□ 3613	Chino, San Bernardino County California Institution for Women		
000	Lancaster, Los Angeles County	<u> </u>	Corona, San Bernardino County		
□ 3310	California Rehabilitation Center Norco, Riverside County	□ 3715	R. J. Donovan Correctional Facility at Rock Mountain San Diego, San Diego County		

ADDRESS OR AVAILABILITY FOR EMPLOYMENT CHANGES

Please notify the California Department of Corrections and Rehabilitation (CDCR) promptly of any address changes or availability for employment changes at the following address:

California Department of Corrections and Rehabilitation
Human Resources
Office of Workforce Planning and Selection
P.O. Box 942883
Sacramento, CA 94283-0001
Attn: Certification Unit

MINIMUM QUALIFICATIONS

All applicants must possess a valid California Teaching Credential issued by the California Commission on Teacher Credentialing. Applicants who do not possess the required credential or one of equivalent authorization may take the examination but must have on file with the California Commission on Teacher Credentialing an application for an appropriate credential. At the time of application for the examination, applicants must present written verification that the appropriate listed credential or its equivalent is being processed or will be authorized.

No appointments will be made to permanent positions with an Emergency Credential. After issuance, the credential is the responsibility of the holder and must be maintained by completion of any Commission on Teacher Credentialing requirements.

TEACHER, HIGH SCHOOL - SOCIAL SCIENCE, CF

Possession of:

- 1. A Single Subject Credential in Social Science. or
- 2. A Standard Secondary Credential with a major or minor in Social Science. or
- 3. A General Secondary Credential with a major/minor in Social Science.

SPECIFIC CLASSIFICATION INTEREST AND REQUIRED CREDENTIAL INFORMATION

Please indicate if you possess or have applied for the required credential for Teacher, High School - Social Science, CF. You must also indicate the credential number and expiration date <u>or</u> the application number and date you applied for the credential

for	the credential.
Re	equirements:
	I possess the required Preliminary/Clear Credential from the California Commission on Teacher Credentialing.
	Credential Number: Expiration Date:
	I have applied for the required Preliminary/Clear Credential with the California Commission on Teacher Credentialing.
	Application Number: Date Applied:
Ple	ease mark the appropriate credential(s) you possess:
	A Single Subject Credential in Social Science.
	A Standard Secondary Credential with a major or minor in Social Science.
	A General Secondary Credential with a major or minor in Social Science.

	regarding your employment history bed de accurate information for the "from/to"		
Job Title/Classification (Incl	ude Range or Level):		
Company/State Agency Nar			
Address:			
From (m/d/y):	To (m/d/y):	Supervisor:	
Hours per week:	Total worked (y/m):	Salary earned:	
Duties performed:			
Reason for leaving:			
<u></u>			
Job Title/Classification (Inclu Company/State Agency Nar Address:	,		
From (m/d/y):	To (m/d/y):	Supervisor:	
Hours per week:	Total worked (y/m):	Salary earned:	
Duties performed:			
Reason for leaving:			
Job Title/Classification (Incl Company/State Agency Nar			
Company/State Agency Nar			
Company/State Agency Nar Address:	me:	Supervisor	
Company/State Agency Nar		Supervisor: Salary earned:	

Reason for leaving:

JOB REQUIREMENTS

The following are job requirements. Please respond to each question by marking the appropriate box. If you are unwilling or unable to comply with any of the following job requirements, it will be grounds for elimination from the examination process.

1.	Willingness to abide by and adhere to safety policies and provisions (e.g., wear personal alarm, carry whistle, wear protective clothing & apparatus, etc.) applicable to specific work assignments.	Yes	□No
2.	Willingness to comply with annual tuberculosis screening requirements.	☐ Yes	□No
3.	Willingness to comply with departmental training requirements.	☐ Yes	□No
4.	Willingness to report dangerous situations/contraband to supervisors and/or custody staff.	☐ Yes	□No
5.	Willingness to independently supervise youthful offenders/parolees.	☐ Yes	□No
6.	Willingness to work in a State correctional facility.	☐ Yes	□No
7.	Willingness to work with youthful offenders/parolees, including some who may be mentally ill, developmentally disabled, potentially dangerous, infected with contagious diseases such as Hepatitis C, HIV/AIDS, or tuberculosis, and/or sex offenders.	☐ Yes	□No
8.	Willingness to work around peace officers armed with chemical agents and/or weapons.	☐ Yes	□No
9.	Willingness to report unethical and/or illegal behavior on the part of departmental staff.	☐ Yes	□No
10.	Willingness to treat youthful offenders/parolees in a professional, ethical, and tactful manner.	☐ Yes	□No
11.	Willingness to participate in team meetings, committees, special projects, etc. as required and/or assigned by your supervisor/manager.	☐ Yes	□No
12.	Willingness to have and maintain sufficient strength, agility, and endurance to perform during stressful situations encountered on the job.	☐ Yes	□No
13.	Willingness to carry equipment and materials weighing a minimum of 25 pounds.	Yes	□No
14.	Willingness to work overtime and on-call hours as required.	Yes	☐ No
15.	Willingness to participate in continuing education specific to your work assignment.	☐ Yes	□No
16.	Willingness to maintain your professional license in good standing (i.e., teaching credential).	☐ Yes	□No

WORK EXPERIENCE

B. How often you perform this task (Please select ane pox from "Daily" "Weekly" "Monthly/Quarterly" or "Never" column.) AND Length of Experience: A. Select the appropriate box that best describes your months (length) of work experience for each of the following tasks. Only count actual months worked. If counting substitute teaching experience, please convert working days to full-time month's equivalent. (Please select one box from the "Length of Experience" column.) NOTE: If task has been performed within the last 24 months, there should be three (3) checkmarks for each question. 1. Engaging students in activities (e.g., direct instruction, distance learning, independent study, etc.). 2. Preparing course of study, units of instruction, and daily lesson plans. 3. Managing student records/timekeeping documents. 4. Supervising the conduct of students while in the classroom. 5. Assigning and supervising coursework. 6. Conducting assessments and testing for students. 7. Evaluating student performance. 8. Monitoring classroom supplies, materials, and equipments. 9. Advising students' educational documentation (e.g., high school charscripts, Individual Educational Plan, GED certificates, etc.). 12. Modifying individual student's basic course of study to address individual needs. 13. Instructing students in the use of educational materials, resources, and technologies. 14. Providing educational services in an alternative setting. 15. Participating as a member of multi-disciplinary team meetings (i.e., Individual Educational Plan-IEP). 16. Participating in training workshops, conferences, faculty meetings, and seminars. 17. Participating in training workshops, conferences, staff	Under "Work Experience," for items #1 - #20, please indicate Frequency:								Length of xperience		
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development, faculty meetings or seminars.											

KNOWLEDGE/SKILL/ABILITY (KSA) ASSESSMENT

	r items #1 - #18, please rate your Knowledge, Skill, or Ability (KSA) by indicating the				eve	I
bo	x that best describes your level of the KSA for each of the following areas.					
De	finition of Levels:		ility	ility	>	
	<u>Extensive</u> Knowledge: I possess an expert knowledge level to the extent that I have effectively performed tasks related to this knowledge and have applied it to an actual job.		Extensive Knowledge, Skill, or Ability	Skill, or Ability	I, or Ability	or Ability
	<u>Moderate</u> Knowledge: I possess a sufficient knowledge level that has allowed me to perform tasks related to this knowledge successfully and I have applied it to an actual job.		wledge, S	wledge, SI	edge Skill,	Skill,
	<u>Limited</u> Knowledge, Skill, or Ability: I have limited education or training relevant to this KSA, but have not applied it to an actual job.		<u>ive</u> Kno	<u>Moderate</u> Knowledge,	Limited Knowledge	Knowledge
	<u>No</u> Knowledge, Skill, or Ability: I have no experience, education, or training relevant to this KSA.		Extens	Moder	Limite	No Kno
1.	Applying the principles and methods of teaching.					
2.	Applying the principles of educational psychology as applied to teaching.					
3.	Utilizing current trends in educational methods.					
4.	Applying remedial teaching techniques and adapting instruction for student's deficiencies.					
5.	Managing emotional problems of students.					
6.	Providing effective leadership and motivation to students.					
7.	Teaching students to develop academic goals and objectives.					
8.	Working effectively with other subject matter experts to teach techniques.					
9.	Successfully gaining the interest, respect, and cooperation of students with specific teaching methods.					
10.	Effectively developing socially acceptable attitudes in students by modeling acceptance for cultural, racial, and individual differences.					
11.	Communicating effectively and respectfully to promote a positive work environment among staff, students, administration, and the public.					
12.	Analyzing situations accurately and taking effective action.					
13.	Having and maintaining sufficient strength, agility, and endurance to perform teaching duties and other duties, as required.					
14.	Actively participating in group-oriented treatment programs.					
15.	Consistently maintaining an empathetic and objective understanding of students.					
16.	Effectively demonstrating teaching ability to maximize use of expertise.					
17.	Continuously possessing emotional stability necessary to establish and maintain a standard for student behavior.					
18.	Continuously demonstrating tact, patience, open-mindedness, and high moral standards valuing students' diverse backgrounds, interests, developmental and educational needs.					

SPECIFIC WORK EXPERIENCE

Fre	er "Work Experience," for items #1 - #10, please indicate quency: A If you have performed this tack within the last 24 months	Frequency Length Experie								
Len	A. If you have performed this task within the last 24 months B. How often you perform this task (Please select one box from "Daily," "Weekly," "Monthly/Quarterly," or "Never" columns.) AND gth of Experience: A. Select the appropriate box that best describes your months (length) of work experience for each of the following tasks. Only count actual months worked. If counting substitute teaching experience, please convert working days to full-time month's equivalent. (Please select one box from the "Length of Experience" column.) TE: If task has been performed within the last 24 months, there hald be three (3) checkmarks for each question.	Performed task within last 24 months		Daily	Weekly	Monthly/Quarterly	Never	60+ months	24 to 59 months	o 23 months
3110	uld be <u>unlee</u> (3) Checkmarks for each question.	Pe		Da	M	M	Š	09	24	1 to
	Demonstrating an understanding of world history, culture and geography as contained in the History-Social Science Content Standards for California Public Schools (1998) from an advanced standpoint.									
	Demonstrating the ability to teach to California History-Social Science Standards while ensuring all students (including English learners, students with special needs and disadvantaged populations) experience success in subject matter.									
	Instructing students in the rise of democratic ideas so students develop an understanding of the historical roots of current world issues especially as they pertain to international relations.									
	Instructing students in major historical, geographic, political, economic, and cultural events that shaped the modern world from the late 18 th century to the present.									
	Instructing students in the effects of the Industrial Revolution, its link to Imperialism, and the causes and course of the First World War.									
6.	Assisting students in analyzing the effects of the First World War, the rise of totalitarian governments, and the causes and consequences of the Second World War.									
	Instructing students in the international development of the post World War II world and the emergence of a world economy.									
	Assisting students in analyzing the integration of countries into the world economy and the information, technological, and communications revolutions.									
	Demonstrating an understanding of the United States history and geography as contained in the History-Social Science Content Standards for California Public Schools (1998) from an advanced standpoint.									
	Instructing students in the founding of the nation, large-scale rural-to-urban migration, industrialization, and the rise of the United States as a major world power in the 20 th century.									

SPECIFIC WORK EXPERIENCE (CONTINUED)

Under "Work Experience," for items #11 - #20, please indicate Frequency:								ength of perience				
A. If you have performed this task within the last 24 months B. How often you perform this task (*Please select one box from "Daily," "Weekly," "Monthly/Quarterly," or "Never" columns.) AND Length of Experience: A. Select the appropriate box that best describes your months (length) of work experience for each of the following tasks. Only count actual months worked. If counting substitute teaching experience, please convert working days to full-time month's equivalent. (*Please select one box from the "Length of Experience" column.*) NOTE: If task has been performed within the last 24 months, there should be three (3) checkmarks for each question.	Performed task within last 24 months	Daily	Weekly	Monthly/Quarterly	Never		60+ months	24 to 59 months	1 to 23 months			
11. Assisting students in analyzing the major developments (political, social, economic, and cultural) of the 1920s and events leading to the Great Depression resulting in fundamental changes in the role of the federal government.		þ										
12. Assisting students in analyzing America's participation in World War II, post-World War II, and U.S. foreign policy since World War II.												
13. Assisting students in analyzing the issues of federal civil rights, voting rights, major social problems and domestic policy in contemporary American society.		þ			$\neg \mid$							
14. Demonstrating an understanding of the Principles of American Democracy and Economics as contained in the History-Social Science Content Standards for California Public Schools (1998) from an advanced standpoint.		þ										
15. Instructing students in the roles and responsibilities of the three branches of government as established by the U.S. Constitution.		Þ										
16. Assisting students in defending positions on the scope and limits of rights and obligations as democratic citizens, the relationships among them, and how they are secured.		Þ										
17. Assisting students in analyzing the origins, characteristics, and development of different political systems across time with emphasis on the quest for political democracy, its advances, and its obstacles.		b										
18. Instructing students in common economic terms and concepts, and economic reasoning.		Þ										
19. Instructing students in the elements of America's market economy in a global setting.		þ										
20. Assisting students in analyzing issues of international trade and explaining how the U.S. economy affects and is affected by economic forces beyond the United State's borders.												

PREPARATION FOR HIRING INTERVIEW

If you are successful in this examination and called for a hiring interview, you will be asked to supply transcripts of your college course work, proof of degree(s) received, credential and/or any registration that may be applicable. In addition, you may be asked to supply supplemental documentation to verify your responses in this examination. It is strongly recommended that you assemble these documents in advance to expedite the process.

RECRUITMENT QUESTIONNAIRE
This question is not part of the examination but is for the hiring authority's information.
HOW DID YOU HEAR ABOUT THIS EXAMINATION? Check the appropriate box below.
Newspaper/Magazine Advertisement Internet California Department of Corrections and Rehabilitation employee Recruitment Mailing College/School Job Fair/Career Fair Other:
QUALIFICATIONS ASSESSMENT RETURN AND MAILING PROCEDURES
<u>Do not attach any additional documents</u> to this Qualifications Assessment or send any forms/documents in advance as additional documents will not be rated. This Qualifications Assessment will account for 100% of the weight of your examination for this classification.
Mail Completed Qualifications Assessment to:orDeliver in Person to:Department of Corrections and RehabilitationDepartment of Corrections and RehabilitationOffice of Workforce Planning and SelectionOffice of Workforce Planning and SelectionP.O. Box 9428831515 "S" Street, Room 100SSacramento, CA 94283-0001Sacramento, CA 95811
 NOTE: Candidates must submit a Qualifications Assessment in order to participate in the examination. Be sure your envelope has adequate postage if submitting via mail. Facsimiles (FAX) will NOT be accepted under any circumstances. Make and keep a photocopy of the completed Qualifications Assessment for your records
AFFIRMATION STATEMENT
THIS AFFIRMATION MUST BE COMPLETED Government Code Section 18935:
"The board may refuse to examine or, after examination, may refuse to declare as an eligible or may withhold or withdraw from certification, prior to appointment, anyone who comes under any of the following categories:
j. Has intentionally attempted to practice any deception or fraud in his or her application in his or her examination or in securing his or her eligibility."
I hereby certify and understand that the information provided by me on this questionnaire is true and complete to the best of my knowledge and contains no willful misrepresentation or falsifications. I also understand that if it is discovered that I have made any false representations, I will be removed from the list resulting from this examination and may not be allowed to compete in future examinations for State employment. If already hired from the result of this examination, I may have adverse action taken against me, which could result in dismissal.
SIGNATURE: DATE:
NAME (PRINTED):
THIS COMPLETES THE EXAMINATION.